

MINUTES  
PLANNING COMMISSION  
AUGUST 14, 2012 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Pritchard, Roper, Steinfeld, Sherrard  
Alternate members present: Fitzgerald, Zod  
Absent: Munn, Kane  
Staff present: Murphy, Davis, Glemboski, Doolittle

Chairman Sherrard called the regular meeting to order at 7:04 p.m. and sat Zod for Munn.

II. APPROVAL OF THE MINUTES OF meeting of July 10, 2012.

MOTION: To approve the minutes of July 10, 2012 as amended.

Motion made by Roper, seconded by Steinfeld. Motion passed unanimously.

III. PUBLIC COMMUNICATIONS - none

IV. SUBDIVISIONS

1. Colonel Ledyard Estates, Colonel Ledyard Highway – request for extension for recording of mylars

Staff noted the request from the Applicant included in tonight's packet.

MOTION: To extend the recording of mylars to September 26, 2012 for Colonel Ledyard Estates, Colonel Ledyard Highway

Motion made by Pritchard, seconded by Roper. Motion passed unanimously.

V. SITE PLANS

1. Benchmark Assisted Living, LLC, 90 Poheganut Drive – Request for one year extension for start of construction

Staff noted the request from the Applicant included in tonight's packet.

MOTION: To grant a one year extension for start of construction to October 14, 2013 for Benchmark Assisted Living, LLC, 90 Poheganut Drive

Motion made by Sherrard, seconded by Roper. Motion passed unanimously.

2. Fairview Estates, Phase I, 231 Lestertown Road (CAM) – Request for extension or action required

Myles Brown, Armenta Emma Architects, presented to the Commission the proposed active senior housing development. He handed out and discussed

a packet of architectural information on unit location, handicapped accessibility, landscaping, design theme and the proposed materials being used on the buildings.

Bill Richter, Richter & Cegan, addressed the Commission discussing landscaping, buffers, tree location and future site development.

Clint Brown, DiCesare Bentley Engineers, discussed the road system, parking, site drainage and lighting. Mr. Brown mentioned the waivers requested as well as the Special Permit requirements. He noted that comments have been received from the Office of Long Island Sound in regards to stormwater runoff.

Staff received revised plans on July 30<sup>th</sup> and is in the process of reviewing them. An extension has been received from the applicant.

Mr. Brown and the Commission discussed parking and lane width, traffic, bike racks, trash, trails, and safety during construction.

Jim Malloy, Fairview, discussed with the Commission the entrance and traffic flow.

Chairman Sherrard encouraged the Commissioners to visit the site before the next meeting.

**MOTION:** To table Fairview Estates, Phase I, 231 Lestertown Road (CAM) to the September 11, 2012 meeting and to accept the request for an extension to September 11, 2012

Motion made by Sherrard, seconded by Steinfeld. Motion passed unanimously.

3. Central Hall, 18-22 West Main Street, 36 West Main Street, 2 Gravel Street (CAM) – Request for extension or action required

Staff noted that the applicant has granted an extension to the September 11, 2012 meeting and that comments have only recently been received by the State and are still being reviewed.

Clint Brown, DiCesare Bentley Engineers, addressed the Commission and discussed the location of the sites. The applicant would like to relocate a propane tank onto Town property. Mr. Brown discussed the changes to the parking spaces and the improvements being made to the parking lot.

Mr. Brown has also been working with Staff in relation to the Mystic Streetscape Project.

Ken Navarro, Historic Mystic, addressed the Commission. He stated that they are invested and dedicated to this project.

Staff discussed the Staff Summary items handed out tonight. Approval from some outside agencies is still needed. The pedestrian easement is still

being reviewed. Floor plans and site plans are inconsistent and need to be resolved. HDC approval still needs to be received.

The Commission discussed lighting, parking and landscaping.

**MOTION:** To table Central Hall, 18-22 West Main Street, 36 West Main Street, 2 Gravel Street (CAM), and to grant an extension to September 11, 2012.

Motion made by Sherrard, seconded by Roper. Motion passed unanimously.

4. Hoelck's Florist, 388 Long Hill Road – Request for extension or action required

Bill Kent, representing the applicant, addressed the Commission discussing the proposed changes to the site.

Staff discussed the requested waivers.

Staff and the Commission discussed in detail the internal sidewalk, landscaping, parking material and the entrance radius.

**MOTION:** The Planning Commission approves a waiver for the requirement for an internal connecting sidewalk under Section 7.5 of the Zoning Regulations for the conversion of an office use to a small scale retail use because the building will not be enlarged and there will not be significant pedestrian movement to the site and/or between the site and adjacent sites.

Motion made by Sherrard, seconded by Roper. Motion passed unanimously.

**MOTION:** The Planning Commission approves Site Plan Application #SIT12-14, for Hoelck's Florist at 388 Long Hill Road, subject to the following modifications:

1. The final plan shall be modified to show the entrance improvements as shown in Exhibit B, recommended by Planning and Engineering staff. Details shall be included on the final plan.
2. A note shall be placed on the final plans stating that no shade trees shall be removed from the site without prior approval from the Office of Planning and Development Services.
3. The final sidewalk easement document shall be submitted to the Office of Planning and Development Services prior to recording of the site plan.

4. All staff technical items shall be addressed.

The Planning Commission notes that there is sufficient landscaping and shade trees currently on the site or shown on the final plans to meet the intent of Section 7.4 of the Zoning Regulations.

Motion made by Sherrard, seconded by Roper. Motion passed unanimously.

#### VI. OLD BUSINESS

1. Land Use Regulation Update Project - none
2. Plan of Conservation and Development Update

Staff noted the joint meeting of the Planning Commission and the Steering Committee scheduled for this Thursday, August 16<sup>th</sup>.

#### VII. NEW BUSINESS

1. Report of Commission

Commissioner Roper and Chairman Sherrard noted that the Way Subdivision entrance is overgrown and needs to be trimmed back. Public Works is working on it.

Commissioner Steinfeld noted that the houses on Long Hill Road he mentioned in a previous meeting have been cleaned up.

2. Discussion and Action regarding Planning Commission Participation/Membership on the Groton School Planning Task Force

It was the consensus of the Commission that Commissioner Zodiak will be the primary member and Commissioner Steinfeld will act as an alternate.

3. Referral from the Town of Ledyard – Zoning Regulation Change

The Commission had no comment.

4. New Applications

- a. Falk Building, 258 Route 12

#### VIII. REPORT OF CHAIRMAN

Chairman Sherrard thanked Staff for submitting the Wind Regulations suggestions to the CT Siting Council.

#### IX. REPORT OF STAFF

Staff noted correspondence provided in the agenda packet.

X. ADJOURNMENT

Motion to adjourn at 10:09 p.m. made by Roper, seconded by Pritchard, so voted unanimously.

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Jeffrey Pritchard, Secretary  
Planning Commission

Prepared by Katie Doolittle  
Office Assistant II